



2016-2017 Qualified Allocation Plan (QAP)

Frequently Asked Questions (FAQs)

Updated October 9, 2015

THRESHOLD

- **Can you provide clarification on the difference between an accessible unit and an adaptable unit?** ¹

An “accessible unit” under the QAP must be constructed as a “**Type A Unit**” as defined in the International Code Council’s Accessible and Usable Buildings and Facilities Standard (ICC A117.1-2009 Section 1003).

An “adaptable unit” under the QAP must be constructed as a “**Type B Unit**” as defined in the International Code Council’s Accessible and Usable Buildings and Facilities Standard (ICC A117.1-2009 Section 1004).

- **Having already submitted the structural conditions report, can I add a new building if something changes?**

You will need to send an updated structural conditions report. However, this would be listed as a technical correction during the application review since it would not meet the deadline listed in the QAP.

- **In Schedule C (Market Study Requirements), the demand, supply and demographic data sections call for information pertaining to years 2010, 2016, and 2019. Shouldn’t this be relative to the current year (2015) and the anticipated placed-in-service (PIS) date(s)?**

For consistency, you may use 2015 as the base year and then either 2017 or 2018, based on the project’s anticipated PIS date for all information related to supply, demand and demographic data.

¹ The answer is a correction from the previous FAQ.

- **What is the deadline to submit threshold waiver requests?**

IHCDA must receive all waiver requests by 5:00 PM on Friday, October 2nd.

- **Can a project apply for TCAP and IHCDA's Permanent Loan Product as part of the initial application?**

No, these resources are only available after a project has a 9% credit reservation. This means that the project must already be able to pass the minimum threshold requirements in the QAP without this financing. These resources are designed to enhance development strength after a reservation is made.

EVALUATION CRITERIA

- **Page 35 of Form A (Section T.3) asks for letters from the local governing jurisdiction which state that the development supports neighborhood preservation and other organized community improvement, etc. Are these letters still required?**

No, these letters are in reference to Community Revitalization Preservation, which was removed as a scoring category in the 2016-2017 QAP.

- **When considering Previous Funding within a Local Government, where can I find a list of recently approved bond deals?**

Bond deals will be listed on the Existing Properties Report, found on the website under "Applications & Awards": <http://www.in.gov/myihcda/rhtc.htm>

You can also find the current applicant list and awardee list on the website under "Bonds": <http://www.in.gov/myihcda/2454.htm>

- **Can area-wide Declared Disaster Emergencies qualify for bonus points under Infill and Vacant Structure?**

Yes, as long as the documentation is specific to the site. Falling within the geographic boundaries of a declared disaster area by itself would not qualify.

- **Under Preservation of Existing Affordable Housing, a priority designation request from HUD must be sent to the HUD field office at least 60 days prior to the application due date, but Form A was not finalized 60 days prior to the application due date. Can we still seek a priority designation from HUD?**

Yes, IHCDA will consider priority designations from HUD that were not sent at least 60 days in advance.

- **Under Federally Assisted Revitalization Award, what is the required documentation for Blight Elimination Program (BEP) properties? Items ii and iii don't appear to apply.**
You must submit evidence that the City received a BEP award and that the proposed land was part of it.
- **For Transit Oriented Development for rural and small cities, does the transit service (i.e. point to point) need to be publicly funded?**
No, it just has to be an established service that is available to the tenants.
- **What's the most current link to find grades for schools under Opportunity Index?**
<http://www.doe.in.gov/accountability/find-school-and-corporation-data-reports>
- **Under Certified Tax Credit Compliance Specialist, some of the certifications require annual renewals. Will a certificate with an annual expiration date that has passed count for these points?**
No, the certificate must be active at the time of application submission to demonstrate that the recipient is getting continuing education.
- **If my project qualifies for both infill and adaptive reuse, how do I select which points to claim?**
You are able to choose which points you'd like to claim. This is also the case for other mutually exclusive categories where you qualify for more than one.
- **For Tax Credit Per Unit and Tax Credit Per Bedroom, which construction type (i.e. new construction, rehabilitation, adaptive reuse) will a project compete in if it has two construction types and there's an exact split in the number of units?**
The project will compete in the category that has a greater square footage.
- **If a development contains sites in multiple counties, how will points be calculated in the opportunity index?**
For each of the five categories, IHCD will take the average and add them together, for total points not to exceed 5.
- **If a development is adjacent to a bus stop, but the walk score is not at least 50, can I obtain points under Transit Oriented?**

In order to demonstrate that the walk-shed is a viable option and not obstructed by freeways, street grid, topography, and other obstacles, the walk score for the address would need to be at least 50.

- **Under Desirable Sites for schools, what does “assigned to your location mean”? Is it any school (public, parochial, private, charter) in the county or within driving distance?**

It means located within the school district where the project is located, where families would have the option of sending their children. It must be public or charter.

- **For a scattered site project, how is the ¼ mile radius taken into account for Offsite Improvements?**

Each individual site must be within a ¼ mile of a qualifying offsite improvement.

- **Energy Efficiency talks about points awarded for increasing insulation. What value will be measured for the energy efficiency high insulation points to demonstrate an insulation improvement percentage?**

It's not necessarily an increase in insulation, but an increase in the R-value. For example, if IECC establishes a minimum of R-38, you would need to achieve an R-44 (15% increase) to obtain 3 points.

- **If doing an adaptive reuse on a building that would not have an applicable code, how will improvements above the required code be measured for energy efficiency?**

You need to determine what the current energy code requirements are (same as you would for new construction), and go the % above for points.

- **In the category “Census Tract without Active Tax Credit Developments”, if the application is for an existing tax credit property and it's the only tax credit property in the census tract, can it qualify for these points?**

No, the project would not qualify for these points.

- **For Community Participation, who is considered the owner when a not-for-profit is the owner?**

For the purposes of this category, it would be the primary contact listed for the organization in the application.

HOME & DEVELOPMENT FUND

- **Is a Historic Review required for Development Fund if the project will be new construction and the land is currently vacant?**

In this instance, please submit proof that the site is not part of a district listed on the national register. Please also include a print-out of the listed properties and districts for that county. You can find the database here: <http://www.nps.gov/nr/research/>

- **When requesting Development Fund, can you explain how to determine how many units must be Development Fund assisted and how many units must be income and rent restricted at or below 50% AMI?**

Development Fund calculation example:

- 100 unit project, \$10 million total development cost, \$500,000 Development Fund Loan

What % of units are considered Development Fund assisted?

- Dev Fund= 5% of TDC (\$500,000 / \$10M)
- 5% of units must be Development Fund assisted = 5 units

How many units must be income and rent restricted at or below 50% AMI?

- If 50 or more units, the greater of 50% of assisted units or 10 units
- Rule applies because project is greater than 50 units (100 units)
- 50% of assisted units = 50% of 5 assisted units = 2.5 round up = 3 units
- Use the greater of rule, so 10 units will be at 50% AMI

GENERAL UPDATES & REMINDERS

- **Form A was updated on 10/7. A document detailing the changes is posted directly underneath the form.**
- **How many Form C's did IHCD receive?**
IHCD received 54. A complete list is posted under "2016-17 QAP" on the website.
- Schedule C (Market Study Requirements) was re-posted on 9/15. Please see the document posted directly underneath the updated schedule for a description of the changes.
- The final version of Form A was posted on 9/16.
- Form K (Special Needs) was revised to remove reference to the 2014-2015 QAP.

- Capital Needs Assessments and Structural Conditions Reports are due to IHCD by Friday, October 2nd. Please send those to Alan Rakowski at arakowski@ihcda.in.gov. A hard copy is not required.